



# United States Department of the Interior



FISH AND WILDLIFE SERVICE  
Sacramento National Wildlife Refuge Complex  
752 County Road 99W, Willows, CA 95988  
**Office (530) 934-2801 Fax (530) 934-7814**  
<http://sacramentovalleyrefuges.fws.gov>

## Field Trip/Event Reservation Application

**I. School/Organization:** \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Fax: \_\_\_\_\_

Contact Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Other Teachers/Leaders who will attend: \_\_\_\_\_

## II. Field Trip

Date of Visit: \_\_\_\_\_ Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_

Refuge: \_\_\_\_\_

If students, grade level \_\_\_\_\_ # of students \_\_\_\_\_ # of adults with students \_\_\_\_\_

If adult group tour, # of adults \_\_\_\_\_

Transportation (how many?): Bus(es) \_\_\_\_\_ Van(s) \_\_\_\_\_ Automobile(s) \_\_\_\_\_

Describe what you are studying or what you hope to gain from this field trip.

## III. Items Available Upon Request

You will receive materials 1 week before your trip. **Please return them when you arrive.** Other resource materials you received are yours to duplicate and share with other educators.

Check your selections(s)

Items Requested: (checked items will be sent by mid-October)

\_\_\_ Teacher's Packet

\_\_\_ Coloring Book

\_\_\_ Discovery Pack Directions

Habitat Fun Packs (K-3, 4-6, 7-12) are available on-line:

\_\_\_ Scavenger Hunt Directions

at [www.calwaterfowl.org/youtheducation](http://www.calwaterfowl.org/youtheducation)

#### IV. Loan Items on Date of Visit:

\_\_\_# of Binoculars (30 maximum)

\_\_\_Waterfowl ID Cards (10/class)

\_\_\_Discovery Pack (1/class)

#### V. Mounts and Videos

Videos (write title or number from Program Guide) \_\_\_\_\_

Mounts (please make arrangement to pick up the mounts; no more than 2 per classroom)

#### VI. Activities on Sacramento NWR only: (please check your choices)

##### Refuge Assisted

\_\_\_Welcome

\_\_\_Refuge Video

##### Teacher Led

\_\_\_Wetlands Walk

\_\_\_Discovery Pack

\_\_\_Scavenger Hunt

\_\_\_Auto Tour

\_\_\_Diorama and Discovery Room

#### VII. Activity Schedule for Sacramento NWR only

Here are some time guidelines to help you plan your trip:

- ◆ Please allow a minimum of 45 minutes to drive the auto tour
- ◆ Many visitors enjoy lunch on the viewing platform. Allow an 1 ½ hours to drive the auto tour including lunch on the platform
- ◆ The Wetlands Walk can range from 20 minutes on a short section of the trail to 1 hour for the full 2 miles.
- ◆ Videos last approximately 20 minutes

**The minimum time for a comfortable field trip is 2 hours. When scheduling your trip, keep in mind the time when you must leave the Refuge in order to get back to your school/drop off point on time. This is your “Departure Time.”**

Use this space for further comments, scheduling suggestions, and special considerations. Please let us know if your group will have a snack and/or lunch during your trip.

Reservations should be made at least two weeks in advance. November-January dates fill up rapidly, so make your reservations as soon as possible. Fill out a separate form for each day you plant to visit. To accommodate all groups, cancellations must be received five days before the scheduled date.

**Please send in this form even if you have already spoken with Refuge staff on the phone.**

**HOPE YOU HAVE A GREAT VISIT!**